



City of Bethel, Alaska

Parks, Recreation, Aquatic, Health & Safety Center Committee Agenda Regular Meeting **March 13, 2017 – 6:00pm** City Hall 300 State Highway

Michelle DeWitt
Committee Chair
Term Expires 12/2017

Judy Wasierski
Committee Co Chair
Term Expires 12/2018

Kathy Hanson
Committee Member
Term Expires 12/2018

Barbara Mosier
Committee Member
Term Expires 12/2018

Beverly Hoffman
Committee Member
Term Expires 12/2018

Brian Lefferts
Committee Member
Term Expires 12/2017

Kathryn Baldwin
Alternate Committee Member
Term Expires 12/2017

Fred Watson
Council Rep.
Term Expires 10/2017

Stacey Reardon
YK Fitness Facility Director

Matt Ross
Parks and Recreation Rep.

Pauline Boratko
Committee Recorder

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PEOPLE TO BE HEARD – THREE MINUTES PER PERSON:**
- IV. APPROVAL OF AGENDA:**
- V. APPROVAL OF THE MINUTES:**
 - January 9, 2017- regular meeting
 - January 26, 2017- special meeting
 - February 13, 2017- regular meeting
- VI. SPECIAL ORDER OF BUSINESS:**
- VII. UNFINISHED BUSINESS:**
 - A. Individual to provide report to March 14 City Council meeting
 - B. Unresolved Recommendations and Action Memorandums
 - C. Updates: Owl Park and YK-KUC Trail
 - D. Log Cabin/4H Building- request budget separation
 - E. Fiscal Year 2017 Parks and Recreation Budget
- VIII. Parks and Recreation Department Report- Matt Ross**
 - F. City of Bethel Employee Wellness Program Status Update
 - G. Balance on dedicated Pool Fund
 - H. Fiscal Year 2017 YK Fitness Center Budget
 - I. Sub Committee Reports: Water Temp, Marketing, Physical Facility
 - J. Arts at the YK Fitness Center
 - K. YK Fitness Center Logo Development
 - L. Health Fitness Operations Plan
- IX. YK Fitness Facility Director Report- Stacey Reardon**
- X. NEW BUSINESS:**
 - A. LKSD Migrant Education Grant
 - B. Board Walk Identification System
 - C. Parks and Recreation Department Structure
- XI. MEMBER COMMENTS:**
- XII. ADJOURNMENT:**

City of Bethel, Alaska
Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes

January 9, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

The meeting was called to order by Michelle Dewitt at 6:10pm.

II. ROLL CALL

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Mosier, Beverly Hoffman, and Fred Watson

Excused absent(s): Brian Lefferts and Kathryn Baldwin

Also in attendance were the following:

Committee Recorder, Pauline Boratko

Parks and Recreation Representative, Matt Ross

YK Fitness Center Director, Stacey Reardon arrived at 7:15pm

City Manager, Peter Williams

III. PEOPLE TO BE HEARD:

IV. APPROVAL OF AGENDA

MOVED BY:	Kathy Hanson	Motion to move item "J" to special order of business.
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

V. APPROVAL OF THE MINUTES:

MOVED BY:	Kathy Hanson	Motion to approve the minutes
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

VI. SPECIAL ORDER OF BUSINESS:

- J. City of Bethel Employee Wellness Program-Discussion amongst the committee the pros and cons of two discount options.

MOVED BY:	Kathy Hanson	Motion to request that city administration discuss economic impact of a city employee discount at 30,40,50% and if only available to city employees who reach 1 year of employment with City HR, Finance staff and health fitness facility director.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

VII. UNFINISHED BUSINESS:

- A. Individual to provide report to January 10 Report City Council meeting: Kathy Hanson volunteered to give the report.
- B. Unresolved Recommendations and Action Memorandums- Committee discussed the action memorandum involving the dog park and is going to email Rick Robb for an update. The recommendation involving the Log Cabin and 4H Building modification was also discussed.
- C. Updates: Owl Park and Dog Park: No New updates this month for the Owl Park, but will be emailing the Public Works Director for updates.

- D. Log Cabin/4H Building: City's Attorney is currently working on leases. The committee asked Fred Watson to sponsor a judge modification to the Council level to separate the 4H/Youth Building and the Log Cabin building in the budget.
- E. Fiscal Year 2017 Parks and Recreation Budget: Matt Ross has made his own excel spread sheet, and it has never matched up with what finance has due to new line items being made. The committee is looking forward to the new finance director. The committee requested that Matt proved his excel data sheet in advance of the next committee meeting.
- F. Balance on the dedicated Pool Fund: no new updates this month
- G. YK Fitness Center Directors Report: Director, Stacey Reardon is working with an artist for the new logo, narrowing them down to two that will go to council next month. There will be winter classes starting this week, and Kuskokwim 300 specials. She plans to advertise at the movie theater.

VIII. Department Head Report-Public Works: Matt Ross reported that the Parks and Recreation Department has a new building maintenance foreman, Gary Poe. Parks and Recreation Department issues have not yet been discussed with the Public Works Director.

MOVED BY:	Kathy Hanson	Motion to recommend city administration to pursue grant funds for 330 cubic yards for wood chips for surfaces at Pinky's Park, Tundra Ridge, Wally's and Teen Center Parks.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

- H. Fiscal Year 2017 Fitness Center Budget: Brief discussion amongst the committee members with budget report; discussed Lower Kuskokwim School District (LKSD) revenue and other income/expense categories.
- I. Sub Committee Reports: no new updates this month
- K. Facility Name-tabled
- L. Arts at the YK Fitness Center: no new updates this month

IX. NEW BUSINESS:

X. MEMBER COMMENTS:

- M. DeWitt- Be on the look out for the logo on your email
- J. Wasierski- I have to echo what Bev said
- K. Hanson- Stacey we have to have you at our meeting
- B. Mosier- Sorry I missed last meeting
- B. Hoffman- I am concerned of the LKSD check with United Pools
- F. Watson- no comment

XII. ADJOURNMENT

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:24pm
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

APPROVED THIS ___ DAY OF _____, 2016.

Pauline Boratko, Committee Recorder

Michelle DeWitt, Chair

**City of Bethel, Alaska- Special Meeting
Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes**

January 26, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

The meeting called to order by Judy Wasierski at 6:10 pm.

II. ROLL CALL

Comprising a quorum of the Committee, the following were present: Judy Wasierski, Kathy Hanson, Brian Lefferts, and Kathryn Baldwin

Excused absent(s): Michelle DeWitt, Barbara Mosier, Beverly Hoffman, and Fred Watson

Also in attendance were the following:

Fitness Center Facility Director, Stacey Reardon

YK Fitness Program Manager, Shadi Rabi

City Clerk, Lori Strickler

III. PEOPLE TO BE HEARD:

VI. SPECIAL ORDER OF BUSINESS:

- A.** Changing the Fitness Center/Pool Hours: Stacey Reardon presented results of her survey results asking the public, and fitness users on their opinion to on changing their day to be closed on Friday instead of Monday.

MOVED BY:	Kathy Hanson	Motion to recommend opening the fitness center/pool on Monday and closed on Friday.
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Unanimously approved	

- B.** City of Bethel Employee Fitness Program: Committee discussed the two different options, other options. Stacey will meet with the city clerk and city manager and further discuss at the next regular scheduled meeting.

- C.** Fitness Center/Pool Logo: The logo has been sent to get designers perspective, and currently waiting on feedback. The Bethel Community Service Foundation will be paying for the fees.

- D.** Declaring a vacancy per Bethel Municipal Code 2.52.070 A 2:

MOVED BY:	Kathy Hanson	Motion to declare vacancy and see a replacement.
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Unanimously approved	

XII. ADJOURNMENT:

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 7:00 pm
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS ___ DAY OF _____, 2017.

Pauline Boratko, Committee Recorder

Judy Wasierski, Co-Chair

Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes

City of Bethel, Alaska
January 26, 2017

City of Bethel, Alaska
Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes

February 13, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

The meeting was called to order by Michelle Dewitt at 6:05pm.

II. ROLL CALL

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Mosier, Beverly Hoffman, and Fred Watson

Excused absent(s): Brian Lefferts
Unexcused absent: Kathryn Baldwin

Also in attendance were the following:
Committee Recorder, Pauline Boratko
Parks and Recreation Representative, Matt Ross
YK Fitness Center Director, Stacey Reardon

III. PEOPLE TO BE HEARD:

IV. APPROVAL OF AGENDA

MOVED BY:	Judy Wasierski	Motion to approve the agenda
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

V. APPROVAL OF THE MINUTES:

MOVED BY:	Kathy Hanson	Motion to table the approval of the minutes from the regular and special meeting in January
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

VI. SPECIAL ORDER OF BUSINESS:

VII. UNFINISHED BUSINESS:

- A. Individual to provide report to February 14 Report City Council meeting: Michelle DeWitt volunteered to give the report.
- B. Unresolved Recommendations and Action Memorandums- The grant application has been submitted for the wood chips. Dog Park, fitness center alarms and closure day is on the city council agenda.
- C. Updates: Owl Park and YK-KUC Trail- Council has declined funding for the trail. The Owl Park issue is under the City of Bethel legal department.
- D. Log Cabin/4H Building: No new rentals this month just the three usual groups. Committee advised to put up more fliers and advertise on a monthly basis on Facebook.
- E. Fiscal Year 2017 Parks and Recreation Budget: Discussion on the budget shows underspent in salary and over spent in supplies.

MOVED BY:	Beverly Hoffman	Motion to request City Administration to support Parks and Recreation program staff in developing additional winter and summer activities.
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

VIII. Parks and Recreation Department Report-Matt Ross: Matt Ross addressed the committee that the Owl Park is in progress of being repaired by AVCP and are now meeting up with their end of the contract. The equipment is falling apart and may need a complete rebuild in the future. The plan is to take out equipment, re-level, make it safe and City take over in two years.

F. City of Bethel Employee Wellness Program: A program presented by Stacey Reardon suggested that a corporation will have to commit to a contract with the pool strictly on memberships.

MOVED BY:	Kathy Hanson	Motion to support the structure of the employee wellness program in its current conceptual form, as verbally proposed by Stacey at the 2/13 meeting. This structure allows the partnering business to commit a number of employees and for HealthFitness to offer a corresponding % reduction based on the number of the employees committed. If the partnering business's employee enrollment does not match the commitment, the partnering business will pay HealthFitness the difference in the gap between enrollment and commitment.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

G. Balance on dedicated Pool Fund: No new information this month

H. Fiscal Year 2017 Fitness Center Budget: Committee aims to get more agencies and companies to join the fitness plan program to increase revenue

I. Sub Committee Reports: no new updates this month

J. Arts at the YK Fitness Center: Contractor has met with the Art Committee. We are looking at a year time line, in the summer of 2018 estimated for artist selection. There is \$182,000 for art.

K. YK Fitness Center Logo- The draft logo is just about complete, waiting on the finishing touches from a professional that was hired.

IX. YK Fitness Facility Director Report- Stacey Reardon:

Stacey Reardon report that Long Building came out to Bethel and has set up alarms to go directly to her and Aaron Gross to address complications immediately. New programs coming up in March and already planned for spring break.

X. New Business:

A. Health Fitness Operations Plan: The draft was sent to Pete in November but has gone through many rewrites and additions. Staffing is doing well and the plan is to add more employees.

XI. MEMBER COMMENTS:

M. DeWitt- no comment

J. Wasierski- no comment

K. Hanson- no comment

B. Mosier- no comment

B. Hoffman- Good Meeting.

F. Watson- Make sure you look at the City agenda carefully.

XII. ADJOURNMENT

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 7:51pm
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

APPROVED THIS ___ DAY OF _____, 2016.

Pauline Boratko, Committee Recorder

Michelle DeWitt, Chair

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